SUBJECT: RCEL Engineering Leadership Lab ENGI 219/319 Spring 2014

COURSE DESCRIPTION: Exposes students to engineering leadership concepts in an interactive, experience-based environment that hones leadership skills. Students participate in guided reflection that focuses on successes and provides opportunities for improvement in a controlled setting. Activities include design-implement activities, role-play, simulation, case study analysis, and performance assessment of students. Content throughout the term is often student-influenced. ENGI 218 and ENGI 318 are limited to students participating in the Rice Center for Engineering Leadership Certificate.

INSTRUCTOR: **Kaz Karwowski**
Abercrombie A101
Office (713) 348-2359
Email: karwowski@rice.edu
Office Hours: 1-3 Tue, Thursday

Cesare Wright
Abercrombie A101
Office (713) 348-3181
Email: cesare@rice.edu
Office Hours: 1-3 Mon, Friday

CLASSROOM AND SCHEDULE: **Monday's- 3-5pm ELL, Fri 2-4 will be held in room RZR 123**. Classrooms are not subject to change unless otherwise noted. * This syllabus is subject to change throughout the semester.

Week	Event	Student Learning Objectives *At the end of the ELL, All Students will be able to:*	Pre-Read (Yes or No)	Assessment Cards (Yes or No)
1 13 Jan	**Lab "Make it Move" Practical Ingenuity**	**Students will practice:** Making ingenious use of available resources to craft a deliverable.	**No**	**Yes**
2 20 Jan	**Holiday-NO ELL**	MLK Day		
3 27 Jan	**Lab Advocacy**	**Students**- will practice: - Listening to others with the intention of genuinely understanding their thoughts and feelings - Clearly explaining ones own point of view, approach or position - Recognizing others' ideas may be better than yours - Respecting the needs of individuals and the group Recognizing individuals as resources and the different views they bring. **Team Leaders and sub team leaders will be evaluated.**	**Yes**	**Yes**

4 3 Feb	**Lab** **"You want what?"** **Negotiating**	**Students will practice:** Reaching mutual agreements and working relationships among interested parties.	**Yes**	**Yes**
5 10 Feb	**Lab** **Ethics and Integrity**	**Students will** -plan and lead "an engineering project team" in practicing the skills below **Students will** -practice as members of "an engineering project team" the skills of • ethical decision-making • resolving ethical dilemmas Identifying and using appropriate support	**Yes**	**Yes**
6 17 Feb	**Lab** **Systems Thinking**	**Students-** will practice thinking holistically. Possessing an ability to view complexity, focus on critical features, identify inter-relationships and emergent qualities, and create abstractions and models that simplify comprehension.	**No**	**Yes**
7 24 Feb	**Student Planned**			
8 3 Mar	**Holiday-NO ELL**	**Spring Break**		
9 10 Mar	**Lab** **Optimization**	**Students-** will practice as the member of an engineering team the skills of Initiative, Decision Making, Resourcefulness& Urgency to Deliver, Ethics& Responsibility while trying to optimize a solution to meet the needs of a customer	**No**	**Yes**
10 17 Mar	**Lab** **"Leadership Reaction Course"** **Being Influential**	**Students will practice:** as the member of an engineering team the skills of Taking Initiative, Being Decisive, Practical Ingenuity, Perseverance and tenacity, and Being influential.	**No**	**Yes**
11 24 Mar	**Lab** **"Power and Influence"**	**Students will practice:** Identifying who holds access to a valued commodity within an organization and how to leverage that knowledge.	**No**	**Yes**

12 31 Mar	**Holiday-NO ELL**	Mid-semester break		
13 7 Apr	**Lab "Diverse Connections"**	**Students will practice:** giving multiple 4-5 minute presentations to various stakeholders using the same technical material.	**Yes**	**Yes**
14 14 Apr	**LRC**	**Students-** will practice as the member of an engineering team the skills of Initiative, Decision Making, Resourcefulness& Urgency to Deliver, Ethics& Responsibility	**No**	**Yes**
15 21 Apr	**Completion Ceremony and Reception**	**Location: TBD** Note: Business Dress		

Attendance and Grading

Attendance Policy

1. **Attendance Requirements**. Students must attend all ELLs offered in both Fall and Spring semesters. The ELL is highly experiential and cannot be recreated or made up. Absences impact your team and the effectiveness of the ELL. Attendance will always be taken. Missing more than two labs without valid reason could put you at risk for not passing the course or completing the RCEL Certificate.

2. **Known Absence Policy.** (Note: ELLs are the core of the RCEL Certificate—the instructor will only grant excused absences if the reason is justifiable and the student takes the initiative to seek prior approval according to the policies outlined below. **However, every effort must be made to schedule/reschedule potentially conflicting events so that they do not conflict with ELLs)**

2.1 Absence Notification Procedures. Students with exceptional circumstances will be approved on a case-by-case basis by the ELL instructor team: (ex. Official Project Team competitions, verified medical circumstances, PhD interviews, out of town interviews). Students should make every effort to not schedule meetings or appointments on Fridays.

- Email **chrisg@rice.edu** **(cc your team leader)** as soon as you have knowledge of the conflict, but no later than 2 weeks prior to the ELL to be missed. The ELL instructor will contact you within 48 hours of the notification. To be approved for an excused absence you must provide details for the conflict and why it justifies a missed ELL.

- No missed ELL will be deemed excused if notification is received less than 2 weeks prior to the ELL. (Excluding emergency absences.)

3. **Timeliness. As with the attendance policy, late arrivals hinder the entire lab activity and impact all students.** We expect all students to be on time for the ELL. All ELLs start promptly at 5 after the hour. The following late arrival policy applies:

- Three late arrivals (arriving 10 minutes after the hour)=one absence

- Arriving more than 30 minutes late or later will result in an absence.

NOTE: Students with longer travel distances between classes should coordinate with the instructor.

4. Rice Honor Code

Students are responsible for maintaining the highest standards of honesty and integrity in their work and conduct. Students should be familiar with what constitutes plagiarism and always cite proper references of outside materials. The case papers should include only analyses based on the case; no outside materials are required or permitted for these papers. Students should abide by the honor pledge they made upon entering Rice and include the following statement on all submitted assignments; "On my honor, I have neither given nor received any unauthorized aid on this (paper or exam)".

5. Special Needs

Let us know during the first few weeks of the semester if you have disability needs and we will do what we can to accommodate these needs. Students with disabilities should contact Rice Disability Support Services at 713.348.5841 or http://dss.rice.edu.

* This syllabus is subject to change throughout the semester.

Suggested reading: ***Good to Great: Why Some Companies Make the Leap…and Others Don't****, Jim Collins*